

Entering MCI Data in Resource Management

This step guide will address how to correctly enter data into the Mass Casualty Incident (MCI) portion of your Region's view in Resource Management. We will use the QA version and Region 1 for this guide.

The major steps are:

1. Accessing the MCI View in Resource Management (ED)
2. Entering Data - What is Important?
3. Entering Notes
4. Your ED Status
5. Saving Your Data
6. Maintaining an Update Schedule

Accessing the MCI View in Resource Management (ED)

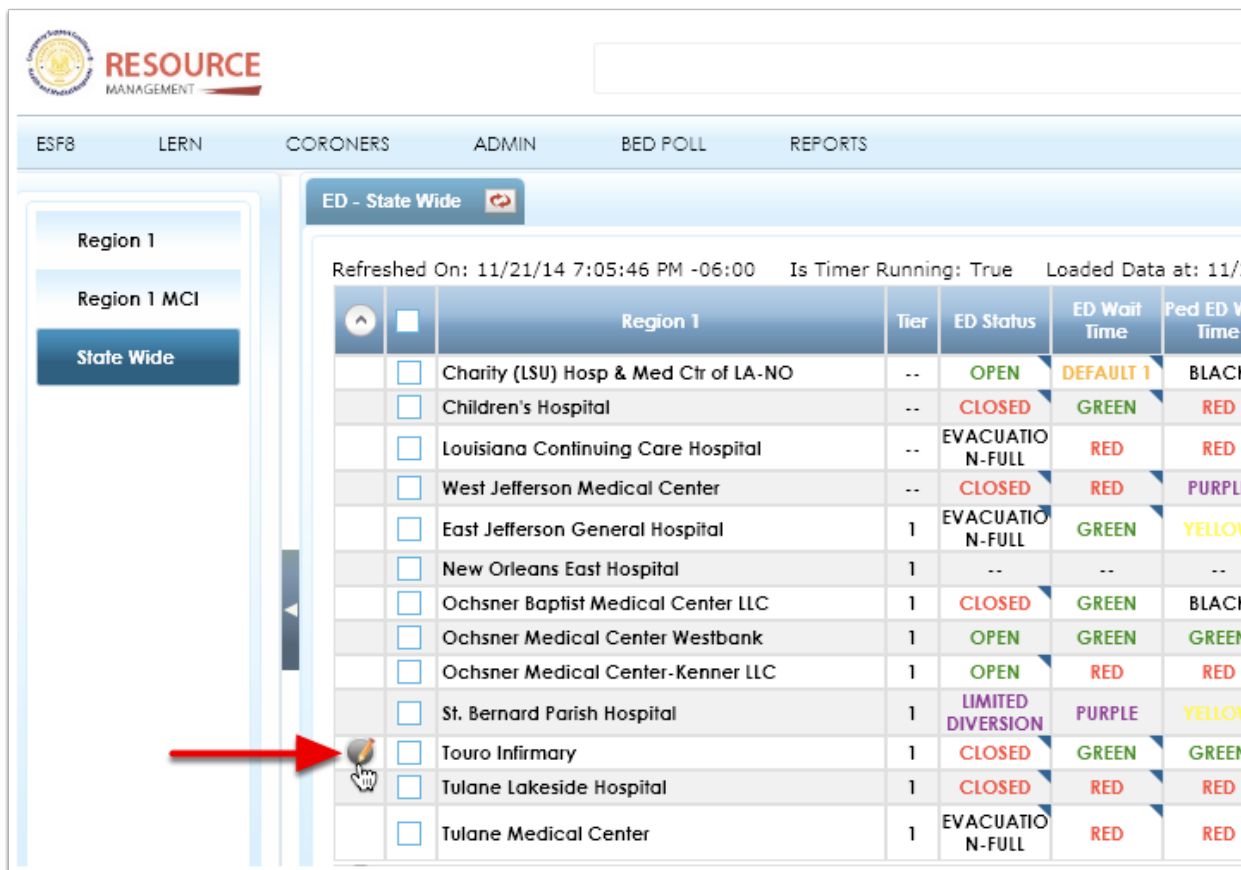
After logging into the Portal, you should find your hospital using the Resource Management (ED) option. Although you can access the view by starting at Resource Management (LERN), this method is more direct and will save you some steps.



Locating Your Facility

Generally, when you open Resource Management (ED), you will be taken to the view that contains your facility and others in your region. Unless you are associated with other hospitals in other regions, you should see only the hospitals in your region.

If you have update rights, you will see a pencil icon next to your facility's name. This indicates that you can edit the data for your hospital. In this example, the user is associated to Touro Infirmary.



The screenshot displays the 'RESOURCE MANAGEMENT' interface. The top navigation bar includes links for ESF8, LERN, CORONERS, ADMIN, BED POLL, and REPORTS. The left sidebar shows a tree view with 'Region 1', 'Region 1 MCI', and 'State Wide' (selected). The main content area is titled 'ED - State Wide' and shows a table of hospitals in Region 1. The table columns are: Region 1, Tier, ED Status, ED Wait Time, and Ped ED V Time. The table is refreshed on 11/21/14 7:05:46 PM -06:00. A red arrow points to the pencil icon next to 'Touro Infirmary' in the 'Region 1' column.

Region 1	Tier	ED Status	ED Wait Time	Ped ED V Time
<input type="checkbox"/> Charity (LSU) Hosp & Med Ctr of LA-NO	--	OPEN	DEFAULT 1	BLACK
<input type="checkbox"/> Children's Hospital	--	CLOSED	GREEN	RED
<input type="checkbox"/> Louisiana Continuing Care Hospital	--	EVACUATION-FULL	RED	RED
<input type="checkbox"/> West Jefferson Medical Center	--	CLOSED	RED	PURPLE
<input type="checkbox"/> East Jefferson General Hospital	1	EVACUATION-FULL	GREEN	YELLOW
<input type="checkbox"/> New Orleans East Hospital	1	--	--	--
<input type="checkbox"/> Ochsner Baptist Medical Center LLC	1	CLOSED	GREEN	BLACK
<input type="checkbox"/> Ochsner Medical Center Westbank	1	OPEN	GREEN	GREEN
<input type="checkbox"/> Ochsner Medical Center-Kenner LLC	1	OPEN	RED	RED
<input type="checkbox"/> St. Bernard Parish Hospital	1	LIMITED DIVERSION	PURPLE	YELLOW
<input type="checkbox"/> Touro Infirmary	1	CLOSED	GREEN	GREEN
<input type="checkbox"/> Tulane Lakeside Hospital	1	CLOSED	RED	RED
<input type="checkbox"/> Tulane Medical Center	1	EVACUATION-FULL	RED	RED

Locating the MCI View

The MCI view for your region should be directly under the regular Resource Management portion of the screen.

The screenshot shows the 'RESOURCE MANAGEMENT' interface. On the left, there's a sidebar with 'Region 1', 'Region 1 MCI', and 'State Wide' buttons. The main area displays a table of hospitals and their status. A red box highlights the 'Region 1 MCI' tab, and a red arrow points to it with a text box stating: 'You can edit your hospital's status in both sections.'

Hospital	Tier	ED Status	Green Patients	Yellow Patients
Ochsner Baptist Medical Center LLC	1	CLOSED	10	20
Ochsner Medical Center Westbank	1	OPEN	0	0
Ochsner Medical Center-Kenner LLC	1	OPEN	1	2
St. Bernard Parish Hospital	1	LIMITED DIVERSION	0	0
Touro Infirmary	1	CLOSED	0	0
Tulane Lakeside Hospital	1	CLOSED	1	1
Tulane Medical Center	1	EVACUATION-FULL	2	2
Region 1 MCI				
Charity (HCA) Hosp. & Med. Ctr. of LA, NC	--	OPEN	0	0
Children's Hospital	--	CLOSED	0	0
West Jefferson Medical Center	--	CLOSED	0	0
East Jefferson General Hospital	1	EVACUATION-FULL	0	0
New Orleans East Hospital	1	--	--	--
Ochsner Baptist Medical Center LLC	1	CLOSED	10	0
Ochsner Medical Center Westbank	1	OPEN	0	0
Ochsner Medical Center-Kenner LLC	1	OPEN	0	0
St. Bernard Parish Hospital	1	LIMITED DIVERSION	--	--
Touro Infirmary	1	CLOSED	0	0
Tulane Lakeside Hospital	1	CLOSED	0	0
Tulane Medical Center	1	EVACUATION-FULL	0	0

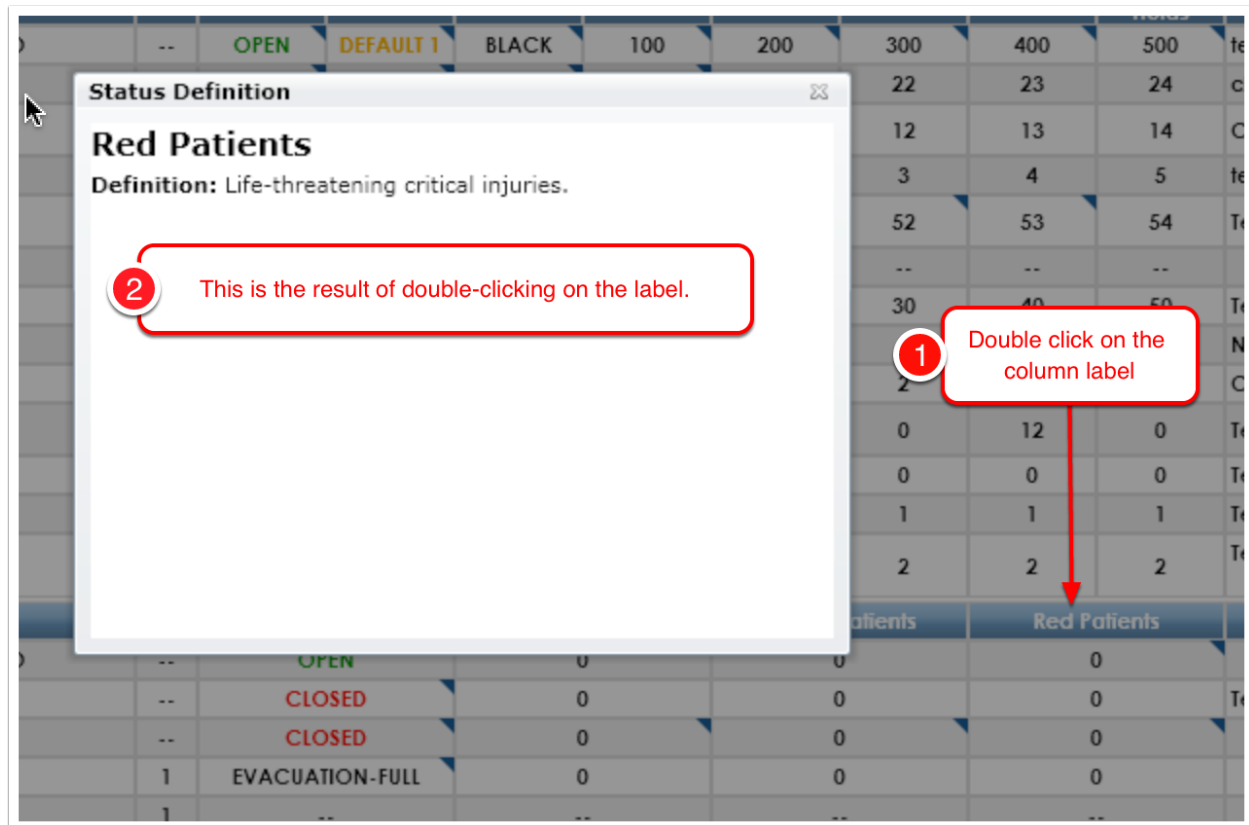
Entering Data - What is Important?

The goal of the MCI screen - for Region 1 - is to show how many patients, related to the MCI, are admitted - by category of Red, Yellow or Green. This screen is meant to be dynamic - that means that you need to keep it updated as patients arrive.

The meaning of the Red/Yellow/Green classification is as follows:

- Red = Life threatening critical injuries
- Yellow = Moderate to serious injuries that are not critical or life threatening
- Green = Minor Injuries

You can always review these definitions by (1) double-clicking on the column label to get (2) a pop-up of the definition:



Option 1: Opening Everything

As indicated, a pencil icon next to your facility's name indicates that you have the rights to edit your facility's data. To do so, you have several options.

You can open the entire list of statuses for editing by clicking on the pencil icon. The resulting screen is shown below:

Touro Infirmary [X]

ED Status

Statuses: ☐ Evacuation-Partial ☐ Evacuation-Full
☐ Limited Diversion ☒ Closed
☐ Open

Comment: Status changed to Closed to Open at 5:16 AM

Reasons: [Dropdown]

Green Patients

Value: 0

Comment: You can leave a comment in each field to give more narrative to your data if needed

Yellow Patients

Value: 0

Comment: [Text Area]

Red Patients

Value: 0

Comment: [Text Area]

Facility Comment

Comment: No Tele or Med Surg beds available

Save Cancel

Option 2: Double-Click on a Specific Status Item

As an alternative to opening the entire view up for editing, you can update a specific status by double-clicking on that status item. This will open a view of just that status item. In a fast-paced situation such as an MCI, this might be a timesaving way to keep your patient counts updated. You can update the specific patient count as patients come into your facility.

Touro Infirmary X

Green Patients

Value: 0

Comment:

Facility Comment

Comment: No Tele or Med Surg beds available

Click "Save" after entering new data.

Save Cancel

Entering Notes

You can see that in every view you have the option of entering a note for either a specific status item or a general comment in the "Facility Comment" box. If you enter note, there will be a small blue triangle in the upper right corner of the status box. You can view the note by hovering your mouse over the blue triangle:

0	0	
0	0	Testing MCI view changes
0	0	Neurosurgeon, ENT unavailable
--	--	
3	0	No Tele or Med Surg beds available. 2 Negative Pressure beds open
0		
0		

Last Updated On: 11/22/14 9:16:07 AM -06:00

Comment: 3 admitted to ICU care

Reason:

Your ED Status

Notice that your ED status is automatically mirrored from the ED status section to the MCI section. This works both ways. You can update your ED status in the MCI section, and your new status will be reflected in the regular ED section above.

<input type="checkbox"/>	Ochsner Medical Center Westbank	1	OPEN	GREEN	GREEN
<input type="checkbox"/>	Ochsner Medical Center	1	OPEN	RED	RED
<input type="checkbox"/>	St. Bernard Parish Hospital	1	LIMITED DIVERSION	PURPLE	YELLOW
	Touro Infirmary	1	OPEN	GREEN	GREEN
<input type="checkbox"/>	Tulane Lakeside Hospital	1	CLOSED	RED	RED
<input type="checkbox"/>	Tulane Medical Center	1	EVACUATION-FULL	RED	RED
	Region 1 MCI	Tier	ED Status	Green	
<input type="checkbox"/>	Charity (LSU) Hosp & Med Ctr of LA-NO	--	OPEN		
<input type="checkbox"/>	Children's Hospital	--	CLOSED		
<input type="checkbox"/>	West Jefferson Medical Center	--	CLOSED		
<input type="checkbox"/>	East Jefferson General Hospital	1	EVACUATION-FULL		
<input type="checkbox"/>	New Orleans East Hospital	1	--		
<input type="checkbox"/>	Ochsner Baptist Medical Center LLC	1	CLOSED		1
<input type="checkbox"/>	Ochsner Medical Center	1	OPEN		
<input type="checkbox"/>	Ochsner Medical Center-Kenner	1	OPEN		
<input type="checkbox"/>	St. Bernard Parish Hospital	1	LIMITED DIVERSION		
	Touro Infirmary	1	OPEN		

2

It is reflected here

1

Status changed to "Open" here

Saving Your Data

Regardless of the method chosen to update your MCI patient count, you always have to click "Save" so that your data is updated in the dashboard.

The screenshot displays a web form for entering MCI data. It features two main sections: 'Green Patients' and 'Facility Comment'. The 'Green Patients' section includes a 'Value' field with the number '2' and a 'Comment' field containing the text '2 patients admitted.'. The 'Facility Comment' section has a 'Comment' field with the text 'No Tele or Med Surg beds available. 2 Negative Pressure beds open.'. At the bottom right of the form, there are two red buttons labeled 'Save' and 'Cancel'. A red arrow points directly to the 'Save' button, indicating the final step in saving the data.

Maintaining an Update Schedule

As mentioned earlier, it is important that the MCI view remain dynamic - that is it should reflect your most current situation as it changes in a very fluid environment such as an MCI. If you are using a Patient Tracking Officer (PTO) as part of your HICS activation in an MCI, the PTO can be responsible for quickly updating your data as patients arrive.

This active update protocol ensures that the persons managing the response have the best, most current data with which to make patient routing decisions.

If you need any additional information on updating your MCI status, contact your DRC or send an email to esf8help@la.gov.